

Process for Modifying Routes on Arizona's Approved Functional Classification System

FEDERAL GUIDANCE

1. Section 1006 of the 1991 Intermodal Surface Transportation Act (ISTEA) requires that each State establish urban area boundaries and functionally reclassify its public roads and streets.
2. Functional classification is the process by which the State's streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. The Urban Area Boundary System is a fundamental part of the Functional Classification System.
3. All pertinent criteria should be explicitly addressed when requesting modifications to Urban Area Boundary System or the Functional Classification System. Criteria for urban area boundaries and functional classification are summarized in ADOT's Rural and Urban Functional Classification Guidelines.
4. Requests for modifications must include evidence that the proposal was developed in cooperation with State, local and regional officials.
5. Proposed modifications must be consistent with the statewide and metropolitan transportation plans.
6. Proposed modifications must be submitted by the State through the appropriate FHWA division and regional office.
7. The submission must include discussion of pertinent criteria, descriptions of modifications, maps, average daily traffic (ADT) on the proposed route, changes in rural and urban mileage reported to the nearest one-tenth of a mile, and a mileage summary table of the statewide Functional Classification System.
8. Projects must be on the Functional Classification system (classified as "Collector" or above) in order to be in the TIP
9. Projects that are already on the TIP that do not have a Functional Classification must submit the appropriate paperwork and documentation for Functional Classification
10. Projects may be submitted for the 5th year of the TIP without a Functional Classification provided they meet the following criteria:
 - A request for Functional Classification of "Collector" or above must be submitted. The route must meet the minimum requirements for the Functional Classification being requested (i.e. it must be a reasonable request with a high potential for FHWA approval).
 - If the route does not receive approved Functional Classification within the 5th year, it will be removed from the TIP. (it may be resubmitted at a later date)

ADOT PROCESS

The following process has been developed to ensure that the preceding federal guidance is met when modifications to Arizona's approved Urban Area Boundary System and Functional Classification System are considered.

1. The public agency (city or county) requesting a modification to Arizona's approved Urban Area Boundary System or Functional Classification System must send a written request to the regional planning body (MPO, or COG). Modifications to an urban boundary must include maps showing current and proposed boundaries. Requests for changes in functional classification must identify the following:
 - a. any and all routes to be added and/or deleted from the approved Functional Classification System;
 - b. the reasons and purpose for the modification of the routes to be added or deleted;
 - c. all pertinent data regarding the transportation uses of the routes: Route name, termini, mileage, and average daily traffic (ADT) must be included.
2. The regional planning body should consider the request and decide whether or not to support it. Because there are statewide mileage limitations and percentage restrictions on the statewide Functional Classification System, especially on Principal Arterials, the regional planning body should address how mileage increases can be offset by mileage decreases **within** that planning region to maintain its mileage limitations.
3. If the regional planning body supports the requested modifications it sends the approval in one of the following forms: (a) an adopted resolution passed by the regional planning body; or (b) an approved motion shown in the minutes from an official meeting of the regional planning body.
4. If the regional planning body does not support the requested modification the requester may still send the proposed modification to ADOT for consideration (although its probability of final approval will be greatly lessened).
5. The Transportation Planning Division of ADOT will assess the impacts of proposed urban area or functional classification modifications to the following:
 - a. the statewide Functional Classification System;
 - b. National Highway System (NHS);
 - c. the Highway Performance Monitoring System (HPMS);
 - d. level of development (LOD);
 - e. the statewide transportation plan;
 - f. the State and Local 5-Year Construction Programs;
 - g. future highway development corridors;
 - h. other transportation planning criteria on a case-by-case basis.

The Transportation Planning Division will normally take into account the opinions and views of local officials, regional planning bodies, and ADOT District Engineers when deciding whether or not to support a request.

6. If the Transportation Planning Division supports a request for modification(s) to the Urban Area Boundary System or Functional Classification System, it will transmit that request to the Division Office of the Federal Highway Administration along with a complete discussion of the rationale for ADOT's support of the modification.

7. If the Transportation Planning Division does not support a request, a copy of the rationale for denial will be sent to the regional planning body and to the original requester.

NOTE: Final decisions regarding modifications to urban area boundaries and the functional classification system are made by the federal highway administration in Washington, D.C.